



## **Kenosha County Executive Committee**

### **Agenda**

Administration Building  
2nd Floor Committee Room  
1010 56th St, Kenosha, WI  
February 27, 2025, Thursday, 6:00 p.m.

[Watch the meeting live stream.](#)

NOTE: UNDER THE KENOSHA COUNTY BOARD RULES OF PROCEDURE ANY REPORT, RESOLUTION, ORDINANCE OR MOTION APPEARING ON THIS AGENDA MAY BE AMENDED, WITHDRAWN, REMOVED FROM THE TABLE, RECONSIDERED OR RESCINDED IN WHOLE OR IN PART AT THIS OR AT FUTURE MEETINGS. NOTICE OF SUCH MOTIONS TO RECONSIDER OR RESCIND AT FUTURE MEETINGS SHALL BE GIVEN IN ACCORDANCE WITH SECTION 2 C OF THE COUNTY BOARD RULES. FURTHERMORE, ANY MATTER DEEMED BY A MAJORITY OF THE BOARD TO BE GERMANE TO AN AGENDA ITEM MAY BE DISCUSSED AND ACTED UPON DURING THE COURSE OF THIS MEETING AND ANY NEW MATTER NOT GERMANE TO AN AGENDA ITEM MAY BE REFERRED TO THE PROPER COMMITTEE. ANY PERSON WHO DESIRES THE PRIVILEGE OF THE FLOOR PRIOR TO AN AGENDA ITEM BEING DISCUSSED SHOULD REQUEST A COUNTY BOARD SUPERVISOR TO CALL SUCH REQUEST TO THE ATTENTION OF THE BOARD CHAIRMAN

1. Call To Order By Chairman
2. Roll Call
3. Citizen Comments
4. Supervisor Comments
5. Chairman Comments
6. Approval Of Minutes
7. Amendment Of MCKC Chapter 2 – County Board Rules Of Procedure

Documents:

[MCKC CHAPTER 2.PDF](#)

8. Amendment Of MCKC Chapters 19 And 20 – Kenosha County Ethics Policy

Documents:

[MCKC CHAPTER 19 20.PDF](#)

9. Adjourn

THERE MAY BE A QUORUM OF THE OTHER COMMITTEES OF THE COUNTY BOARD



**KENOSHA COUNTY BOARD OF SUPERVISORS**

ORDINANCE NO. \_\_\_\_\_

Subject: Amendment of MCKC Chapter 2 – County Board Rules of Procedure	
Original <input type="checkbox"/>	Corrected <input type="checkbox"/> 2 <sup>nd</sup> Correction <input type="checkbox"/> Resubmitted <input type="checkbox"/>
Date Submitted:	Date Resubmitted:
Submitted by: Legislative and Executive Committees	
Fiscal Note Attached: <input type="checkbox"/>	Legal Note Attached: <input type="checkbox"/>
Prepared by: Joseph M. Cardamone III, Corporation Counsel <i>(Name, Title, Department or Division)</i>	Signature:

**AN ORDINANCE TO AMEND MCKC CHAPTER 2 – COUNTY BOARD RULES OF PROCEDURE**

THE KENOSHA COUNTY BOARD OF SUPERVISORS DOES HEREBY ORDAIN that the Municipal Code of Kenosha County, Chapter 2, the County Board Rules of Procedure, is hereby amended by being replaced by the attached.

Ordinance Regarding  
Page

Approved by:

LEGISLATIVE COMMITTEE

**ONE BOX MUST ALWAYS BE CHECKED**

	AYE	NAY	ABSTAIN	EXCUSED	UNEXCUSED
_____ MORRISSEY, JOHN, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GASCHKE, DANIEL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GARCIA, FELIX	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ KIRBY, SARAH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ KNEZZ, STEPHANIE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ NORDIGIAN, MARK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ STOCKER, TIM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

EXECUTIVE COMMITTEE

**ONE BOX MUST ALWAYS BE CHECKED**

	AYE	NAY	ABSTAIN	EXCUSED	UNEXCUSED
_____ YUHAS, MONICA, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GASCHKE, DANIEL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ BELSKY, LAURA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ BROWN, GUIDA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ FRANCO, JOHN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GENTZ, JEFFREY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GRADY, WILLIAM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ MORRISSEY, JOHN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## **Chapter 2**

### **COUNTY BOARD RULES**

Sections:

- 2.01 Rules of Procedure.**
- 2.02 Meetings, time and place.**
- 2.03 Meetings, quorum, conduct of.**
- 2.04 Open meetings.**
- 2.05 Closed session at meetings.**
- 2.06 Board meeting agenda, order of business and minutes.**
- 2.07 Exercise of power and presentation.**
- 2.08 Motion Procedure.**
- 2.09 Appeals and motions to reconsider, rescind and to take from the table.**
- 2.10 Voting.**
- 2.11 Claims.**
- 2.12 Finance and budget.**
- 2.13 Standing committees (6/17/14).**
- 2.14 Rule changes, suspension of rules.**
- 2.15 Severability, prior rules, repeal, effective date, and publication.**
- 2.16 Penalty provision.**

**Addendum.**

#### **2.01 Rules of procedure.**

The most recent version of Robert's Rules of Order (Newly Revised) shall govern the proceedings at all meetings of the Kenosha County Board of Supervisors and its committees and all other boards and commissions of Kenosha County Government except as set forth in these County Board Rules, also referred to herein as Board Rules, and except as otherwise provided by Wisconsin state statute.

## 2.02 Meetings, time and place.

### (1) ORGANIZATIONAL MEETING AND DUTIES OF OFFICERS.

(a) On the third Tuesday in April in even-numbered years, after each regular election at which members are elected for full terms, the County Board shall meet for the purpose of:

1. Organizing and for transacting general business.
2. Electing a member chair to perform the duties set forth in section 59.12(1) of the Wisconsin Statutes in addition to other duties established in these Rules or by the County Board from time to time. Specifically, without limitation, the chair may administer oaths to persons required to be sworn concerning any matter submitted to the County Board or a committee of the County Board or connected with their powers or duties. The chair shall countersign all ordinances of the County Board, and shall preside at meetings when present. When directed by ordinance the chair shall countersign all county orders, transact all necessary County Board business with local and county officers, expedite all measures resolved upon by the County Board and take care that all federal, state and local laws, rules and regulations pertaining to county government are enforced.
3. Electing a member vice-chair to perform the duties set forth in section 59.12(2) of the Wisconsin Statutes. Specifically, in case of the absence or disability of the chair, the vice-chair shall perform the chair's duties.

The organizational meeting may be adjourned in the same manner as prescribed for the adjournment of the annual meeting as set forth in section [59.11\(1\)](#) of the Wisconsin Statutes.

### (b) Duties of Board Chair.

1. At the Biennial Organizational Meeting described in sec. 2.04(1)(a) or as soon thereafter as practicable, the Board Chair shall appoint members to the standing committees of the County Board and shall call upon the chairs of such standing committees to advise him or her from time to time as the need arises as members of the chair's advisory committee. The Board Chair has the authority, in his or her sole

discretion, to remove members from committees and remove members as chair of a committee.

2. In the absence of the Board Chair and the Vice-Chair and where their presence is necessary to carry out the responsibilities of their office, the Kenosha County Board of Supervisors does hereby designate the most recent past chair present the responsibility to serve as chair pro tempore of a meeting of the County Board. In the absence of a past chair, such responsibilities shall be carried out by the most senior member of the County Board. (10/7/86)

(c) The County Board shall also hold an organizational meeting on the third Tuesday in April in non-election years for the purpose of transacting business that is permitted at the annual meeting and for the further purpose of organizing or reorganizing as may be deemed necessary.

(2) *ANNUAL MEETING.* The County Board shall hold an annual meeting on the date established in section 59.11(1) of the Wisconsin Statutes.

(3) *REGULAR MEETINGS.* In addition to the organizational and annual meetings, the County Board shall meet at 7:30 p.m. on the first and third Tuesday of each month for the purpose of transacting business. The Chair, in his or her discretion, may cancel a regular meeting for any reason, including, but not limited to: a lack of agenda items, inclement weather, or other unforeseen circumstances. The Board Chair shall provide reasonably adequate notice to the Supervisors and the public in advance of any such meeting cancellation.

(4) *SESSION.* The two-year period of time between the organizational meetings in sec. 2.04(1)(a) hereof shall constitute a session of the County Board, and any business pending and upon which the Board has not acted prior to the close of a session can no longer be acted upon without being reintroduced.

(a) Except for motions to Take from the Table, Rescind, Amend Something Previously Adopted and Reconsider, when in order and subject in all cases to the Rules of Procedure, and except as provided in sub. (b) below, any matter of business that the County Board has disposed of during the current session may not be brought again before the County Board in the same or substantially the same form.

(b) An item of business that the County Board did not adopt during the current session may be reintroduced in the current session if (i) six (6) months have elapsed since the County Board disposed of the matter of business; and (ii) the County Board, by majority vote, agrees to the reintroduction of the matter of business. Any such vote by the County Board must occur prior to any referral to a committee.

(5) *SPECIAL AND EMERGENCY MEETINGS*. Special and emergency meetings of the County Board may be held at the call of the Board Chair for any reason or otherwise pursuant to section [59.11\(2\)](#) of the Wisconsin Statutes, as amended. A written request delivered under section 59.11(2) of the Wisconsin Statutes may be signed and delivered electronically.

### **2.03 Meetings, quorum, conduct of.**

(1) A majority of the supervisors entitled to a seat on the Board or a committee thereof shall constitute a quorum. All questions shall be determined by a majority of the supervisors present unless otherwise provided.

(2) Where two or more committees of the County Board hold a joint meeting, no business shall be conducted unless there is a quorum from each committee present. Members of the County Board who are present and serving as members of more than one of the committees meeting jointly are to be considered present in determining whether there is a quorum of each committee of which they are a member.

(3) In those cases where a joint report or resolution is to be considered, those members serving on more than one of the committees meeting jointly shall be entitled to cast separate votes as a member of each committee upon which he or she serves.

(4) The Board Chair shall preside at all meetings, preserving order and decorum and shall decide all questions of procedure and order, subject to appeal to the Board. The Board Vice-Chair shall preside in the absence of the Chair. The Board Chair and Vice-Chair shall be entitled to vote on all matters presented to the Board. (5/17/16)

(5) The Corporation Counsel's office shall serve as parliamentarian for Board meetings.

(6) All matters referred to committee or committees must be returned to the Board within sixty days if supported by the committee. In the event of referral to more than one committee, action must be taken separately by each committee, although joint meetings may be held and

joint reports may be made as outlined in subsections (2) and (3). Any issue that has been referred to a committee and has not returned to the County Board within 60 days of referral may be ordered back to the County Board upon majority vote of the County Board. A Supervisor may make a motion to order such issue back to the County Board under Supervisor Reports, Announcements, and Referrals provided, however, that there shall be no debate or discussion on the merits of the issue that is the subject of the motion. If the motion to order an issue back to the County Board is adopted, the issue shall be placed on the agenda for the next County Board meeting. An issue that does not receive an affirmative vote in committee may be reported back to the County Board during supervisor comments by the committee chair. (8/6/91)

(7) Persons wishing to make presentations to the County Board during the citizen comments shall abide by the terms of the citizen comment rules in sec. 2.03(10). Persons requested to appear before the Board, the county executive and county department heads shall not be limited in the time required to provide the presentation. (4/17/90)

(8) *Supervisor Reports, Announcements, and Referrals (4/12/05)*. After "Citizen Comments" at County Board meetings, an item shall appear on the agenda entitled: "Supervisor Reports, Announcements and Referrals." This item is intended to allow for committee reports by committee chairs, routine announcements, and matters that a supervisor would like referred to a committee or department. No debate or official action will be taken up on any matter announced under such agenda items.

(9) *Supervisor Comments (4/12/05)*. Comments by Supervisors regarding matters on the agenda shall be made only at the time that the matter is properly before the Board. Supervisor comments on matters not on the agenda shall be specifically noted on the agenda with a description of the comments with enough specificity to comply with the Wisconsin Open Meeting Law. (5/17/16)

(10) *Rules for Citizen Comment*. The following rules apply to all periods of citizen comment at County Board and Committee meetings:

- (a) Any person who wishes to address the County Board during the "Citizen Comment" portion of the agenda must complete the "Citizen Comment" sign-in sheet and verbally state their name and address prior to beginning comment.

(b) All comments shall be limited to five (5) minutes in length per speaker unless (i) more than 12 speakers are anticipated, in which case the limit is three (3) minutes per speaker; or (ii) the Board Chair establishes a different time limit in his or her discretion, in which case the time limit will be announced.

(c) Comments should be directed to the Board as a whole and not addressed to individual Board or Committee Members.

(d) A commenter should refrain from asking questions of the Board or any individual Board or Committee Member.

(e) Commenters should be courteous in their language, avoid personalized remarks and refrain from comments that are rude, obscene, profane, personally attacking, and which demonstrate a lack of respect for others.

(f) The Chair reserves the right to terminate an individual's public comments if these rules are violated. As well, the Chair has the authority to rule speakers out of order where appropriate and may call a short recess in disorderly situations.

(11) The Board Chair and County Clerk shall make arrangements to allow Supervisors to attend a County Board meeting by remote communication during the period of a declared emergency under section 323.11 of the Wisconsin Statutes, as amended. In such circumstance, a Supervisor attending a County Board meeting by remote communication shall be considered present with full privileges to participate in the full meeting including, without limitation, any closed session portion. The Executive Committee is authorized to adopt procedures related to remote attendance so long as any such procedures comply with sections [19.81](#) through [19.98](#) of the Wisconsin Statutes. Remote attendance is not allowed for any meeting that is held outside the period of a declared emergency under section 323.11 of the Wisconsin Statutes.

## **2.04 Open meetings.**

All meetings shall be open to the public and shall be held in conformance with section [59.11](#) and sections [19.81](#) through [19.98](#) of the Wisconsin Statutes, as amended.

## **2.05 Closed session at meetings.**

(1) Any meeting may convene in closed session provided any such closed session complies with the provisions of section [19.85](#) of the Wisconsin Statutes as amended.

(2) In accordance with section [19.89](#) of the Wisconsin Statutes and unless otherwise provided by law, no member of the Board may be excluded from any meeting of the Board, its committees or commissions provided, however, that a committee or commission may exclude a Board member that is not a member of the committee or commission from a closed session portion of a committee or commission meeting based upon the non-member's conflict of interest upon recommendation of the chair of the committee or commission, which recommendation shall identify the conflict of interest and provide the reason(s) for making such recommendation, and approval by two-thirds vote of the committee or commission members present. The records, tapes and any other materials distributed in any closed session of the Board or any of its committees, including without limitation the record of any official action taken or authorized, shall be available to all supervisors upon written request presented to the Board Chair or chair of the appropriate committee unless Corporation Counsel determines that disclosure is inappropriate. (3/20/18)

(3) All motions and roll call votes taken in closed session must be recorded and preserved, but such recordings shall be impounded and left in the custody of the county clerk or recording secretary to the committee and, subject to Sec. 2.05(2), not distributed to anyone until the reason for the closed session has expired and secrecy is no longer allowed by law as determined by Corporation Counsel. Those Board or Committee members in attendance at a closed session shall have access to the record of any official action taken or authorized in the closed session and such record shall be deemed approved as recorded unless objected to at the next regular meeting of the Board or Committee. (8/21/90)

## **2.06 Board meetings agenda, order of business and minutes.**

(1) *Agenda and Inspection.* The Board Chair, in consultation with the County Clerk, shall establish the agenda for all meetings of the Board. In creating the agenda, the Board Chair shall include, among other matters, all items acted upon favorably by a committee. The Board Chair shall determine the process for referral to a committee. All reports, resolutions, ordinances, communications, etc., to be presented to the Board shall be filed with the county clerk no later than 10:00 a.m. on the Friday preceding the Board meeting and shall be open to public inspection upon filing. In the case of committees, all reports, resolutions, ordinances, communications, etc., shall be filed with a designee of the county clerk and shall be open to public inspection upon filing. The Board Chair may authorize the filing of any report, resolution, ordinance, communication, etc., at a later time than provided herein. The county clerk shall forward to the respective supervisors at least 48 hours prior to the start of a county board meeting copies of all agenda items which have been timely filed. A matter may be pulled from the agenda only by the Board Chair after polling and receiving a consensus of the committee members present during the Announcements of the Chair segment of the meeting. Removal of an item is not subject to debate. Where an item is not submitted by a committee but by an individual supervisor, that item may be removed from the agenda at the request of the presenter. (11/4/96) The Board agenda shall be kept on file with the Clerk, be posted on the county's website and published in the proceedings of the County Board as required by law.

(2) The order of business as established by the rules of the County Board shall not be changed except by unanimous consent or by a vote of two-thirds of the members present.

(3) The County Clerk shall prepare and record minutes of County Board meetings including a record of any action taken, if any, during a closed session portion of the meeting. The chair of each committee or his or her designee, in coordination with the county clerk shall prepare and record all minutes of all committee meetings including a record of any action taken, if any, during a closed session portion of the meeting. Final approved minutes of Board and committee meetings shall be posted to the county's website within five (5) business days of approval.

(4) Unless otherwise required by law, no item may be scheduled for inclusion on the agenda for a regular meeting of the County Board until the appropriate committee or committees has acted upon the item unless the Board Chair, in his or her discretion and after consultation with the item's submitter, determines that the matter is of a time sensitive nature requiring the

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Board's attention in which case the Board Chair may place the item on the agenda for a regular meeting without committee consideration. This section does not prevent a matter from being scheduled for the first of two required readings prior to committee consideration. (1/17/17)

## **2.07 Exercise of power and presentation.**

(1) The County Board shall act by way of ordinances or resolutions. Except as otherwise noted, ordinances and resolutions shall be adopted by majority vote of a quorum or by such other vote as may be required by statute or ordinance. Reports submitted by County Board committees or members shall be intended for informational purposes and shall not be used for the purpose of instituting policies or enacting laws.

Any paper presented to the Board requesting Board action shall have endorsed thereon the date of presentation, subject matter, and the name of the presenting member(s). The Board Chair or the Board clerk shall read the endorsement and the matter shall then be either referred or otherwise disposed of as directed by the Board.

(2) All committee resolutions and ordinances must be in writing and indicate the "yes" or "no" vote or abstention of every member of the committee present at the committee meeting where such resolution or ordinance was acted upon. Resolutions, reports and ordinances not sponsored by a committee must be signed by the sponsoring member. If the County Board member initiating the resolution or ordinance or policy statement seeks additional support and sponsors he or she shall do so in compliance with the Open Meetings Law by having such resolution or ordinance or policy statement delivered to each Supervisor by the County Clerk, by mail or electronic delivery, as part of Board's meeting packet with a memorandum informing all Board members that they may co-sponsor and sign the resolution, ordinance or policy statement immediately prior to the next County Board meeting. [Opinions of the Attorney General, March 11, 1993, July 28, 1998, September 16, 2002] (1/8/08)

All committee resolutions and ordinances must also have a space for:

- (a) a fiscal note commenting on the financial impact of the proposal to be completed and signed by the County's Finance Department; and
- (b) a legal note commenting on the legal authority relating to the proposal to be completed and signed by the Office of the Corporation Counsel.

(3) Ordinances and resolutions may be adopted by a majority vote of a quorum or by such majority vote as may be required and ordinances shall commence as follows: "The County Board of Supervisors of Kenosha County do ordain as follows . . ."

(4) *Readings and Notations.* Every resolution and report, except as otherwise noted, shall only require one reading. All ordinances and all resolutions which are intended to reflect policy (as determined by the Board Chair in consultation with the Corporation Counsel) or which are otherwise required by law to have more than one reading shall be read at two successive Board meetings. Zoning map amendments shall only require one reading. The County Board may suspend this rule requiring a second successive reading by two-thirds vote of the members present and consider such matter on the day presented. Notice of possible suspension of the second reading shall appear on all County Board agendas. In regards to ordinances and resolutions requiring two readings, no debate shall be permitted at the first reading. Unless otherwise indicated, all resolutions shall survive expiration of a session and remain in effect until such time as repealed. Any resolution intending to reflect the policy of the County Board shall be so duly noted and properly indexed and incorporated into a policy manual. When presenting these items for first reading, the County Clerk shall read them by number and title only, but when requested by any one member of the County Board, said item shall be read in its entirety. A copy of said resolution and ordinance shall be presented in writing to each supervisor at the time of the first reading. The County Board may take action on the proposed resolution or ordinance after the second reading. Any resolutions or ordinances shall be read by title only unless any one supervisor requests a reading of the resolution or ordinance in its entirety, which request can be overridden by a 2/3 vote of the members present. (3/6/12)

(5) All resolutions, ordinances and reports shall be filed and indexed cumulatively, with said file and index reflecting the subject matter and number of the report or resolution, and the page number where said report or resolution is reported, in full, in the yearly Proceedings of the County Board pursuant to Wis. Stat. § 59.14.

(6) *Adoption.* Upon the adoption of any ordinance or resolution enacted by the County Board, it shall be countersigned by the Board Chair and the county clerk and forwarded to the county executive pursuant to the provisions of section [59.17\(6\)](#) of the Wisconsin Statutes. Upon approval or abstention by the county executive or in the event of his or her veto, upon the subsequent overriding vote of the County Board, the county clerk shall publish said resolution or ordinance and distribute copies pursuant to the applicable state statutes. If any resolution

or ordinance is not returned by the county executive to the County Board at its first meeting occurring not less than 6 days, Sundays excepted, after it has been presented to the county executive, it shall become effective unless the County Board has recessed or adjourned for a period in excess of 60 days, in which case it shall not be effective without the County Executive's approval. If the County Executive vetoes, in whole or in part as allowed by law, any ordinance or resolution, the Board shall place the vetoed ordinance or resolution on the agenda for the next Board meeting for purposes of reconsidering the vetoed ordinance or resolution and if, after such reconsideration, 2/3 of the members-elect of the Board agree to adopt the vetoed ordinance or resolution, it shall become effective as provided therein but in no event earlier than the date of the meeting at which such ordinance or resolution is reconsidered.

(7) The Board Chair shall appoint a temporary County Executive, subject to Board confirmation, in the event of a vacancy in the office of County Executive.

## **2.08 Motion procedure.**

(1) After a motion receives a second and has been restated by the chair, it is in possession of the Board. Before the adoption of any amendment or decision on the question it may be withdrawn by the mover with the consent of a second. If any member objects to the withdrawal of the motion, it may be withdrawn only with the consent of the majority of the members present. A motion to amend a main motion, when in order, shall require a second and a vote of the body.

(2) Any item of business before the Board not otherwise required by law to be acted upon in a specific manner of voting may be acted upon by unanimous consent by the Board Chair asking if there is any objection. If no Board member objects, the item of business is adopted by unanimous consent. (3/20/18)

(3) The names of the mover and the seconder of every motion shall be entered on the minutes of the Board. A proposed ordinance or resolution appearing on the agenda with a positive recommendation from a committee shall not require a motion and second and the minutes shall reflect that the committee recommended and moved adoption of such ordinance or resolution.

(4) No debate shall be permitted until the Board Chair has stated a question. When the question is under debate, no motion is in order except as provided in the rules of order, and such motions shall have precedence in the order outlined in said rules of order.

(5) A motion to adjourn the Board is always in order except when the County Board is voting. A motion to close debate or move the previous question may not be made by the person making the motion or amendment or by the person who seconds the motion or amendment. Furthermore, no speaker may make a motion to close debate or to move the previous question immediately after speaking on the question. A motion to close debate or move the previous question, when in order, is not debatable and shall require two-thirds vote of the members present to be adopted. (6/6/95)

(6) A member has the floor only after he or she is recognized by the chair; and the member who wishes to be recognized shall seek recognition from the chair. When two or more members ask for recognition, the Board Chair shall determine the order in which such members shall speak.

(7) Any member may ask for the privilege of the floor for a non-Board member to address the County Board, and if no supervisor objects, the Board Chair shall grant the privilege to such non-Board member. If a member objects, any County Board member may move that the privilege of the floor be granted, and any member may second such motion. If the motion is adopted by a two-thirds vote of all members present, the County Board Chair shall grant the privilege of the floor to the non-Board member, and the Board Chair shall limit the time that such person can address the County Board.

## **2.09 Appeals and motions to reconsider, rescind and to take from the table.**

(1) Any two members have the right to appeal any decision of the Board Chair by one member making the appeal and another seconding it, at which point the question shall be taken from the Board Chair and vested in the County Board for final decision. Upon such motion for appeal made and seconded, the Board Chair shall state the question as "Shall the decision of the chair be sustained?" This motion is debatable, but each member may speak only once on the motion.

(2) No motion to reconsider is in order unless made by a member who cast a vote on the prevailing side of the question proposed to be reconsidered, or where the County Board is evenly divided by any member who voted in the negative, and such motion is made at the same meeting at which the original decision on that question was made or at the next meeting provided, however, that a motion to reconsider may be made in a committee meeting by a member of the committee that was absent from the meeting at which the question was presented. A motion to reconsider that fails shall not be renewed. The motion to reconsider and again place a prior motion before the Board shall require a majority vote. A motion to rescind or amend a prior action of the Board shall require prior notice and shall require the same vote as needed to adopt the original motion. Any supervisor intending and qualified to bring a motion to reconsider, rescind or amend a prior action of the Board at any meeting other than the meeting at which the report, resolution or ordinance was adopted shall notify the Board Chair and Clerk of his or her intent so that the motion may be properly placed on the appropriate agenda. Neither a motion to reconsider, rescind nor amend a prior action of the Board shall be in order if there has been action or an undertaking in furtherance of implementing the business that is the subject of the motion to reconsider, rescind or amend the prior action of the Board.

## **2.10 Voting.**

(1) *Voting Requirement.* Every member who is present at a Board meeting, including the Board Chair, shall cast a vote when the question is put before the Board Chair; when a vote is equally divided, the question is lost. This section shall not be construed to prohibit a supervisor from abstaining from voting for any reason. (3/16/93)

(2) No member shall be permitted to vote on any question unless he or she is present or unless he or she appears, upon division of the Board, prior to the tally. A member wishing to absent him or herself from any meeting while the meeting is in session shall first obtain consent from the Board Chair who shall so notify the Board.

(3) Unless otherwise specifically provided by statute, no secret ballot may be authorized to determine any election or decision of the Board except the election of officers of such Board in any meeting; except as so provided in the case of officers, any member of the Board may require that a vote be taken at any meeting in such manner that the vote of each member is ascertained and recorded.

(4) The records of the county clerk after approval by a majority of the members of the governmental body and certification of such approval by the prescribed officer, shall be filed in the office of the clerk and in the case of committees with the chair of the committee or his or her designee. Records of closed session portions of meetings shall not be distributed to anyone until the reason for the closed session has expired and secrecy is no longer allowed by law, as determined by Corporation Counsel.

(5) The motion and roll call votes of each meeting including closed sessions of the Board and its committees shall be recorded and preserved and open to public inspection to the extent prescribed in sec. [19.31](#) of the Wisconsin Statutes.

(6) Any member of the Board or the Board Chair may move for consideration of a resolution or ordinance by paragraph or seriatim. Upon the adoption of said motion by majority vote, the Board Chair shall read the first subdivision or paragraph of the resolution or ordinance, after which reading the proponent shall be provided the opportunity to explain said paragraph or subdivision, after which the Board Chair shall inquire as to debate or amendment to that particular paragraph or subdivision. When there is no further debate or amendment to the first paragraph, each succeeding paragraph or subdivision shall be taken up in similar fashion. Amendments to each paragraph shall be voted on as they arise, but no paragraph as amended shall be acted upon (as to final adoption or review) at that time. After all parts have been considered, the Board Chair shall open the entire document to further amendment. All such amendments shall be corrected and inserted in the record by the county clerk, and after final debate and amendment, the entire resolution or ordinance shall be acted upon in a single vote.

## **2.11 Claims.**

(1) All claims against the county that are otherwise not acted upon by the Finance and Administration Committee as provided in these Board Rules shall follow the procedure set forth in sections [59.64](#) and [893.80](#) of the Wisconsin Statutes and amendments thereto.

(2) The Corporation Counsel may recommend a compromise of any claim or lawsuit to the Board Chair and Vice-Chair of the Board, the chair of the finance committee and the chair of the standing committee of any department involved in the claim, who, together, shall advise the corporation counsel on a proposed settlement including the limits and conditions of settlement contingent upon approval of the Board if the proposed settlement is acceptable to the claimant or litigant. This provision is subject to any statutory requirements and/or contractual obligations related to any claim for which the County is insured. (5/17/16)

## **2.12 Finance and budget.**

(1) No later than the second Board meeting of April of each year, the county financial report for the previous year and the annual report of each department shall be presented. At or before the first meeting in June, the county executive shall be allotted sufficient time to present his or her message to the County Board as provided for in section [59.17\(5\)](#) of the Wisconsin Statutes.

(2) Prior to October 15 of each year, the county executive shall submit his or her proposed budget to the County Board.

(3) The annual budget shall be presented to the County Board for informational purposes and in accordance with the laws of the State of Wisconsin, acted upon by the Finance Committee, then presented at a public hearing and shall be then adopted by the County Board at its annual meeting held in November of each year, which budget shall be adopted by resolution and shall require a majority roll call vote for enactment. Upon adoption by the County Board, the budget shall be forwarded to the county executive pursuant to the provisions of section [59.17\(6\)](#) of the Wisconsin Statutes.

(4) *Supervisor's and County Executive's compensation.* Any increase in the salary or compensation of County Board Supervisors or the county executive shall require a majority vote of the members-elect (as defined in sec. 65.90(5)(ag) of the Wisconsin Statutes), shall be made at or before the annual meeting and shall take effect after the next scheduled election for County Board Supervisors or county executive.

(5) Except as provided in Subsection [\(7\)](#), the amount of tax to be levied or certified, the amounts of the various appropriations and the purposes for such appropriations stated in such budget, shall not be changed thereafter unless authorized by a vote of two-thirds of the

members-elect (as defined in sec. 65.90(5)(ag) of the Wisconsin Statutes) of the Board. Where such changes are made they shall be published as a class 1 notice under chapter 985 within 15 days thereafter or a notice of the changes is posted on the County's website within 15 days thereafter. Failure to give such notice shall preclude any changes in the proposed budget and alterations thereto made pursuant to Section 2.11(7).

(6) Subject to Section 2.11(7), all budget changes or appropriations of money as defined below shall be made only by the adoption of a resolution or ordinance passed in accordance with the laws of the State of Wisconsin, and may not be made by the adoption or acceptance of any committee report or motion; any such resolution or ordinance that will by its actions change the budget or appropriate additional funds so as to put it into effect, must contain the amount of money required, the account which it is to be transferred from, the account which it is to be transferred to, and the recommendation of the finance committee to either adopt or reject such resolution or ordinance. If the Finance and Administration Committee does not recommend adoption or rejection of the resolution or ordinance, then their inaction shall be deemed to be a recommendation to reject the resolution or ordinance. In all circumstances, any such resolution or ordinance proposal shall be calendared for action by the County Board within 45 days of referral to the Finance and Administration Committee. A budget change is defined as a transfer of moneys from the contingency or general fund to any other account, or a transfer of funds from one appropriation unit to another such unit. Within 15 days after adoption of such resolution or ordinance transferring moneys, the county clerk shall give notice thereof as required by section [65.90\(5\)](#) of the Wisconsin Statutes. Failure to give such notice shall preclude any changes in the proposed budget and alteration thereto. (6/21/88)

(7) Notwithstanding Section 2.11(6), the County Board's standing Finance and Administration Committee may, without further Board action, transfer in any one year up to an amount equal to 10% of the funds originally provided for an appropriation unit between appropriation units for an individual county office or department, if such units have been separately appropriated, and may, without further Board action, supplement the appropriations for a particular office, department or activity by transfers from the general or contingent fund of up to an amount equal to 10% of the funds originally provided for an appropriation unit in any budget year pursuant to Wisconsin Statutes, section [65.90](#) and its limitations. The publication provisions of subsection [\(5\)](#) shall apply to all committee transfers from the contingent fund and shall be reported to the Board.

An appropriation unit is defined as the level of control at which a line item is adopted in the annual budget. The level of control shall be established in the annual resolution to adopt the county budget, or in a separate resolution approved by the County Board. (6/21/88)

(8) No committee or department of county government shall purchase any insurance or personal bond without prior approval of the administration committee.

## **2.13 Standing committees (6/17/14).**

(1) The Standing Committees of the County Board shall be as follows:

- (a) Finance and Administration Committee
- (b) Judiciary and Law Enforcement Committee
- (c) Public Works and Facilities Committee
- (d) Planning, Development and Extension Education Committee
- (e) Human Services Committee
- (f) Executive Committee
- (g) Legislative Committee

(2) *Oversight Authority, Areas of Responsibility, and Powers.*

(a) *Finance and Administration Committee.*

1. All matters relating to purchasing, finance, taxes, budgets, assessments, audits, the sale, lease, purchase or disposition of any county lands or buildings (except highway right-of-way), economic development, Deferred Compensation, the Office of the County Clerk, the Office of the County Treasurer, the Office of the Register of Deeds, the Housing Authority, and the following Divisions of the Department of Administration: Financial Services, Information Services, and the Office of the Director which are to come before the County Board shall be referred to the Finance and Administration Committee.

2. Pursuant to section [59.52\(12\)\(a\)](#) of the Wisconsin Statutes, the Finance and Administration Committee is delegated the power of the County Board in regard to current accounts, claims, demands, or causes of action against the County where the amount does not exceed \$10,000.

3. All matters relating to personnel matters arising out of Wisconsin Statutes Chapter [111](#), employee classification, reclassification, labor contracts, collective bargaining, employee safety and working conditions, personnel policy, insurance, risk management, and the Department of Administration Division of Personnel Services which are to come before the County Board shall be referred to the Finance and Administration Committee.

(b) *Judiciary, and Law Enforcement Committee.*

1. All matters relating to law enforcement, the jail, the house of corrections, the court system, the Sheriff's Department, the Office of Juvenile Intake, the Department of Administration Division of Emergency Services, the Department of Corrections, Conservation Wardens, the Office of the Clerk of Courts, and the Office of the District Attorney which are to come before the County Board shall be referred to the Judiciary and Law Enforcement Committee.

2. The Judiciary, and Law Enforcement Committee shall have the authority to review and act upon licenses and permits as set forth in Chapter [8](#) of the Municipal Code of Kenosha County.

(c) *Public Works and Facilities Committee.*

1. All matters relating to highways, roads, dams, parks, recreation, and the Department of Public Works which are to come before the County Board shall be referred to the Public Works and Facilities Committee.

2. The Public Works and Facilities Committee shall have the powers of a county park commission as defined in Wisconsin Statutes, Chapter [27](#) and the powers of the county highway committee as defined in Wisconsin Statutes, Chapter [83](#).

3. The Public Works and Facilities Committee shall have the power to adopt rules and regulations for the administration of County Parks as set forth in section [10.20](#) of the Municipal Code of Kenosha County.

4. All matters relating to major repairs, remodeling, expansion, construction, demolition, purchase, sale, or lease of all county-owned buildings and grounds, including Kemper Center, which are to come before the County Board shall be referred to the Public Works and Facilities Committee.

(d) *Planning, Development and Extension Education Committee.*

1. All matters relating to land use planning, development, shore land and floodplain issues, subdivision control, sanitation, interim reapportionment, the County Surveyor's Office, and the Department of Planning and Development, excluding the land conservation function, which are to come before the County Board shall be referred to the Planning, Development and Extension Education Committee.

2. The Planning, Development and Extension Education Committee shall act as the agent of the County Board in matters pertaining to county planning and development as outlined in the Wisconsin Statutes, section [59.69](#) as amended.

3. The Planning, Development and Extension Education Committee shall have the powers as set forth in Chapter [12](#) of the Municipal Code of Kenosha County in general and as set forth in section [12.03-12.04](#) of the Municipal Code of Kenosha County specifically.

4. All matters relating to the University of Wisconsin Cooperative Extension Office (including concerns related to agriculture, home economics, horticulture, 4-H youth development, and Community, Natural Resource, and Economic Development (CNRED)), soil and water conservation, and the Department of Planning and Development land conservation function which are to come before the County Board shall be referred to the Planning, Development and Extension Education Committee.

(e) *Human Services Committee.* All matters relating to community health, aging services, Brookside, the public welfare, child support, the Office of the Medical Examiner and the Department of Human Services which are to come before the County Board shall be referred to the Human Services Committee.

(f) *Executive Committee.* All matters relating to strategic planning for the greater good of Kenosha County and other matters as deemed necessary and proper by the Board Chair shall be referred to the Executive Committee.

(g) *Legislative Committee.* All matters relating to the policies and rules of procedure of the County Board, intergovernmental relations, intergovernmental communications, pending or proposed legislation, the Office of the Corporation Counsel and other governmental matters which are to come before the County Board shall be referred to the Legislative Committee.

(3) *Committee Assignments.*

(a) Standing Committees of the County Board may at the discretion of the Board Chair consist of five (5) or seven (7) members except that the Finance and Administration Committee must have seven (7) members.

(b) Every supervisor shall serve on at least one committee unless otherwise determined by the Board Chair provided such determination is supported by a two-thirds vote of the County Board.

(c) No supervisor shall serve on more than three standing committees.

(d) No chair of another standing committee may serve on the Finance and Administration Committee.

(e) The Finance and Administration Committee Chair may not serve on any other standing committee except the Executive Committee.

(f) No more than two members from any one standing committee may serve on the Finance and Administration Committee.

(g) The Executive Committee shall consist of the Board Chair, Vice-Chair and each Committee Chair. In the event the Vice Chair is also a Committee Chair, the Board Chair shall appoint another Supervisor of his or her choosing.

(h) No supervisor shall simultaneously serve as the chair of a standing committee and as the chair of a County affiliated board, committee, or commission. For avoidance of doubt,

the Joint Services Board is not a County affiliated board, committee, or commission.  
(5/17/16)

(4) *Committee Operations.*

(a) At the time the Board Chair appoints members to the standing committees, the Board Chair shall also appoint a chair and vice-chair of each standing committee. (3/20/18)

(b) The committee chair shall set the time and place for all meetings of the committee during the session, check and list committee meeting dates with the County Clerk to avoid conflicts with other committee meetings, and report committee attendance to the County Clerk who shall maintain a record thereof. Standing Committees of the County Board shall ordinarily convene no earlier than 6:00 PM if a vote or legal action is to be taken. Standing Committee meetings may occasionally require alternate meeting dates and/or times. In these rare situations, the committee chair will notify the County Board chair and obtain the County Board chair's consent to the alternate meeting date and/or time prior to scheduling a meeting occurrence. This shall not be interpreted to hinder the duly noticed working session of the Planning, Development and Education Extension Committee.

(c) The committee chair shall preside over all committee meetings. The committee vice-chair shall act as chair in the absence of the chair. (3/20/18)

(d) It is the responsibility of the committee chair, in cooperation with the county clerk, to ensure that all proceeding minutes are recorded in the appropriate format and posted to the County website.

(e) All County Board standing or ad hoc committee open meetings and public hearings, board of health meetings and board of adjustment meetings shall be digitally recorded and such recordings shall be posted, in unedited form, to the county website within five (5) business days of the proceeding. Written minutes are required to note the start and end time of the committee proceedings as well as the approximate start time of each specific agenda item to allow the public to efficiently search the audio recordings for a full audio transcript of a specific topic. No portion of any closed session of a meeting shall be posted unless and until the confidentiality of any such recording is no longer necessary.

(f) All written minutes of a previous meeting must be approved by the committee at the next regularly scheduled committee meeting with all written minutes posted to the County

website within five (5) business days of the date of the meeting at which the written minutes were approved. No draft meeting minutes shall be posted to the website.

The County Clerk shall keep minutes of County Board meetings and final approved minutes shall be posted within five (5) business days of approval; the Board agenda shall be kept on file with the Clerk, be posted on the county's web site and published in the proceedings of the County Board as required by law.

(g) No item may be scheduled for inclusion on the agenda for a committee meeting without the consent of the committee chair. Members of the County Board shall endeavor to file all reports, resolutions, ordinances, communications, etc., to be presented to the committee with the county clerk no later than 10:00 a.m. on the Thursday preceding the committee meeting. The committee chair may authorize the filing of any report, resolution, ordinance, communication, etc., at a later time than provided herein.(h) While members of the County Board may attend any meeting of a committee or commission, subject to sec. 2.03(2), members of the County Board who are not members of the committee or commission shall not participate in discussion or debate on any matter presented to the committee or commission without the committee chair's approval.

(5) *General Duties and Powers of Committees.*

(a) Each standing committee shall study, conduct investigations, and make recommendations and shall perform such other duties as the County Board may from time to time direct relative to their areas of responsibility.

(b) Each standing committee shall meet as necessary with officials and staff of the appropriate divisions, departments, boards, or commissions.

(c) Each standing committee may refer matters relating to their areas of responsibility to the County Board. In order to sign a resolution or ordinance, as a committee member, a supervisor must have been in attendance of the committee meeting at which the measure was discussed.

(d) *Citizens' comments.*

1. Each standing committee shall place an item on every committee meeting agenda for citizens' comments.

2. Committee members shall not engage in debate concerning any matter raised during citizens' comments that is not on that meeting's agenda. Nonetheless, each standing committee shall endeavor to respond, or request that staff respond, to citizens' comments and inquiries when requested to do so by citizens.

(e) Each standing committee shall have the power to issue subpoenas in accordance with Wisconsin State statutes, but shall not exercise such power prior to consulting with Corporation Counsel.

(f) If the relevant committee chair requests and the Board Chair agrees to attend, the Board Chair's presence at a committee meeting shall be considered in determining if a committee quorum is present only if his or her presence is needed to obtain a quorum and in which case he or she shall be considered a member of the committee with full privileges for purposes of that meeting only.

(6) All appointments, including reappointments, to boards, commissions, or department director positions by the County Executive and/or the Board Chair and all approvals of division head nominees which may come before the County Board shall be referred by the Board Chair to one or more appropriate standing committees. The committee(s) may investigate, study, and interview prospective appointees and nominees requiring County Board approval and shall perform such other duties as the County Board may from time to time direct relative to such reviews. The committee(s) may interview prospective appointees and nominees with respect to their familiarity with Kenosha County; their expertise and qualifications for service on the board, commission, or position in question; their understanding of the rules of procedure and due process; and their philosophy with respect to any issue or concern which the board, commission, department, or division in question will, in all likelihood, face or be subjected to.

## **2.14 Rule changes, suspension of rules.**

No Board Rule as herein adopted may be rescinded, or changed, nor any new rule or order added hereto except by amendment to this ordinance by a two-thirds vote. Any such proposed change to these Board Rules shall be provided to the Board members at least three (3) days before the meeting at which it is to be presented for the first reading. Any Board Rule not in conflict with state statutes may be suspended by a two-thirds vote of the members present.

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## **2.15 Severability, prior rules, repeal, effective date, and publication.**

(1) If any provisions of this ordinance are found by final judgment by a court of competent jurisdiction, after exhaustion of all rights to appeal, invalid or unconstitutional, or in conflict with the Wisconsin Statutes, or if the application of this ordinance and these rules or ordinance is invalid or unconstitutional or conflicting said provision shall not affect the provisions or application of this ordinance which can be given effect without the invalid or unconstitutional provision. This ordinance shall be construed in accordance with the Wisconsin Statutes and in the event of any conflict between this ordinance and the Wisconsin Statutes, the Wisconsin Statutes shall prevail.

(2) All ordinances or resolutions or parts thereof in conflict herewith are hereby repealed.

(3) This ordinance shall take effect upon passage and publication as provided by law.

## **2.16 Penalty provision.**

The penalty provision of Chapter [25](#) of the Municipal Code of Kenosha County shall not apply to any violation of this chapter.

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## Addendum.

### AGENDA FORM

NOTE: UNDER THE KENOSHA COUNTY BOARD RULES OF PROCEDURE ANY REPORT, RESOLUTION, ORDINANCE OR MOTION APPEARING ON THIS AGENDA MAY BE AMENDED, WITHDRAWN, REMOVED FROM THE TABLE, RECONSIDERED OR RESCINDED IN WHOLE OR IN PART AT THIS OR AT FUTURE MEETINGS. NOTICE OF SUCH MOTIONS TO RECONSIDER OR RESCIND AT FUTURE MEETINGS SHALL BE GIVEN IN ACCORDANCE WITH SEC. 2.10(2) OF THE COUNTY BOARD RULES. FURTHERMORE, ANY MATTER DEEMED BY A MAJORITY OF THE BOARD TO BE GERMANE TO AN AGENDA ITEM MAY BE DISCUSSED AND ACTED UPON DURING THE COURSE OF THIS MEETING AND ANY NEW MATTER NOT GERMANE TO AN AGENDA ITEM MAY BE REFERRED TO THE PROPER COMMITTEE.

Notice is hereby given that (the) (a) (annual, organizational, regular, special, emergency) meeting of the County Board will be held at \_\_\_\_ (a.m.) (p.m.) on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_ at the \_\_\_\_\_ and that the following will be the agenda for said meeting,

- (1) Call to order.
- (2) Pledge of allegiance.
- (3) Roll call.
- (4) Approval of minutes from previous meeting(s).
- (5) Announcements and appointments of chair.
- (6) Elections.
- (7) Citizen comments. (Citizen comments are subject to the rules).
- (8) County Executive communications.
- (9) County supervisor reports, announcements and referrals.
- (10) Unfinished business (by committee in alphabetical order).
  - (a) Resolutions second reading

(b) Ordinances second reading

(11) New business (by committee in alphabetical order).

(Note: Under County Board rules of procedure, rules may be suspended and action taken after the first reading of any resolution or ordinance).

(a) Resolutions first reading

(b) Ordinances first reading

(12) Licenses and permits.

(13) Petitions.

(14) Communications.

(15) Claims.

(16) Supervisor Comments under Rule 2.07(9)

(17) Closed session, contemplated to consider, deliberate, confer, or take action upon matters pursuant to Wisconsin Statutes, section [19.85\(1\)](#) (\_\_\_), to-wit:

(18) Adjournment to \_\_\_\_\_.

(19) Meeting of \_\_\_\_\_ Committee to discuss item \_\_\_\_\_ of the agenda in room \_\_\_\_\_ following adjournment. (Wis. Stat. section [19.84\(6\)](#)).

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**The Municipal Code of Kenosha County is current through Ordinance 7 (2022), passed December 6, 2022.**

Disclaimer: The clerk of the Board's office has the official version of the Municipal Code of Kenosha County. Users should contact the clerk of the Board's office for ordinances passed subsequent to the ordinance cited above.

[County Website: www.kenoshacounty.org](http://www.kenoshacounty.org)

[Hosted by Code Publishing Company, A General Code Company.](#)



KENOSHA COUNTY BOARD OF SUPERVISORS

ORDINANCE NO. \_\_\_\_\_

Subject: Amendment of MCKC Chapters 19 & 20 – Kenosha County Ethics Policy	
Original <input type="checkbox"/>	Corrected <input type="checkbox"/> 2 <sup>nd</sup> Correction <input type="checkbox"/> Resubmitted <input type="checkbox"/>
Date Submitted:	Date Resubmitted:
Submitted by: Legislative and Executive Committees	
Fiscal Note Attached: <input type="checkbox"/>	Legal Note Attached: <input type="checkbox"/>
Prepared by: Joseph M. Cardamone III, Corporation Counsel <i>(Name, Title, Department or Division)</i>	Signature:

AN ORDINANCE TO AMEND MCKC CHAPTERS 19 & 20 – KENOSHA COUNTY BOARD ETHICS POLICY

THE KENOSHA COUNTY BOARD OF SUPERVISORS DOES HEREBY ORDAIN that the Municipal Code of Kenosha County, Chapters 19 and 20 are hereby repealed and replaced by the attached, which shall be Chapter 19.

Ordinance Regarding  
Page

Approved by:

LEGISLATIVE COMMITTEE

**ONE BOX MUST ALWAYS BE CHECKED**

	AYE	NAY	ABSTAIN	EXCUSED	UNEXCUSED
_____ MORRISSEY, JOHN, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GASCHKE, DANIEL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GARCIA, FELIX	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ KIRBY, SARAH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ KNEZZ, STEPHANIE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ NORDIGIAN, MARK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ STOCKER, TIM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

EXECUTIVE COMMITTEE

**ONE BOX MUST ALWAYS BE CHECKED**

	AYE	NAY	ABSTAIN	EXCUSED	UNEXCUSED
_____ YUHAS, MONICA, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GASCHKE, DANIEL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ BELSKY, LAURA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ BROWN, GUIDA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ FRANCO, JOHN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GENTZ, JEFFREY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ GRADY, WILLIAM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ MORRISSEY, JOHN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ETHICS CODE FOR ALL COUNTY ELECTED OFFICIALS AND  
COUNTY EMPLOYEES

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1 19.01-1 TITLE

2 This code shall be known as, referred to, or cited as the Kenosha County Code of Ethics.

3  
4 19.02-1 DECLARATION OF POLICY

5 The proper operation of democratic government requires that Elected County Officials  
6 and County Employees be independent, impartial and responsible to the people; that  
7 government decisions and policies be made in proper channels of the government  
8 structure; that public elected office not be used for improper personal gain; and that the  
9 public have confidence in the integrity of its government. Kenosha County believes that a  
10 code of ethics for the guidance of all County Employees and Elected County Officials will  
11 help them avoid conflicts which are substantial and material between their personal  
12 interests and their public responsibilities. In recognition of these objectives, there is hereby  
13 established a Code of Ethics for all County Employees and Elected County Officials. The  
14 purpose of this code is to establish rules for ethical standards of conduct to assist public  
15 officials and employees in avoiding those acts or actions which are incompatible with the  
16 best interests of county government and by directing disclosure by such officials of private  
17 interests in matters affecting the county.

18  
19 Specifically exempt from the provisions of this ordinance are volunteer citizen committee  
20 and commission members and the following State employees, who are governed by  
21 separate codes of ethics: Circuit Court Judges, the District Attorney and Assistant District  
22 Attorneys. Nothing herein contained is intended to deny to any individual rights granted  
23 by the United States Constitution, the Constitution of the State of Wisconsin, the laws of  
24 the State of Wisconsin.

25  
26 19.03-1 DEFINITIONS

27 In this code, and for purposes of this code only:

28  
29 (1) “Anything of Value” means any of the following items [either alone or in  
30 combination] whose value in a calendar year from any one person or entity is in  
31 excess of \$200: money, gift card, creditcard reward points, frequent flyer miles, or  
32 property, favor, service, gift, loan payment, subscription, advance forbearance,  
33 lodging, food or drink, travel, recreational or entertainment expense, thing or  
34 promise of future reward or employment that could reasonably be expected to  
35 influence such Elected County Official’s or County Employee’s official actions or  
36 judgment, or could reasonably be considered as a reward for any official action or  
37 inaction on the part of such county public official, but does not include  
38 compensation and expenses paid by the county, speaking fees, honorariums [except  
39 as may be otherwise allowed by this Ordinance] and expenses, political  
40 contributions which are properly reported under Chapter 11, Wisconsin Statutes,  
41 tips for food service normally given to waiters and waitresses or for customary  
42 services provided to the general public at County golf facilities, unsolicited  
43 advertising or promotional material, such as pens, pencils, note pads, calendars and  
44 other items of de minimis values as defined by Section 132(e)(1) of the Internal Revenue  
45 Code.

46  
47 (2) “Associated” when used with reference to an organization, includes any

- 48 organization in which a person or member of his or her immediate family is an  
49 employee, director, officer or trustee or owner or controls, directly or indirectly and  
50 severally or in the aggregate at least 10% of the outstanding equity.  
51
- 52 (3) “County Employee” means all persons filling an allocated position of county  
53 employment with the exception, however, that “employee” does not include  
54 volunteers, including citizen volunteer committee and citizen volunteer  
55 commission members, or judges but does include court commissioners.  
56
- 57 (4) “Financial Interest” shall mean any interest that will yield directly or indirectly a  
58 monetary or other material benefit to the officer or employee or to any person  
59 employing or retaining the services of the official or employees or any member of  
60 the immediate family of said official or employee, except as permitted by Wis. Stat.  
61 § 946.13.  
62
- 63 (5) “Former Client” for purposes of requiring an abstention from voting as an Elected  
64 County Official, means a person or other legal entity, including all known officers  
65 and directors of that legal entity, who the Elected County Official knows has  
66 engaged the services of that Elected County Official or that Elected County  
67 Official’s employer or associate or who has been a customer of that Elected County  
68 Official or that Elected County Official’s employer or associate within a period of  
69 four (4) years prior to any matter affecting that former client or customer coming  
70 before the County.
- 71 (6) “Gift” means the payment or receipt of anything of value without valuable and  
72 sufficient consideration.  
73
- 74 (7) “Known Future Client” for purposes of requiring an abstention from voting, means a  
75 person or other legal entity, including all officers and directors of that legal entity, to  
76 whom an Elected County Official or that Elected County Official’s employer or  
77 associate has a commitment either direct or implied, formal or informal to provide  
78 services or products for anything of value, as defined herein, at some time in the  
79 future after the County’s consideration of a matter affecting such client or customer.  
80
- 81 (8) “Personal Interest” shall mean any interest arising from a personal, familial or intimate  
82 relationship.  
83
- 84 (9) “Immediate Family” means either a spouse, child, parent, or any other person,  
85 including a domestic partner, who is a member of the immediate household or  
86 receives more than 50% of their support from such employee or official.  
87
- 88 (10) “Income” has the meaning given under the federal internal revenue code.  
89
- 90 (11) “Non-Official Purpose” means unrelated to county business but does not include  
91 assistance to a non-profit entity.  
92
- 93 (12) “Elected County Official” shall mean any person holding an elected or appointed  
94 county office, but not elected Judges.

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(13) “Person” shall mean any natural person, corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, trust or other legal entity recognized as such by the laws of the State of Wisconsin.

(14) “Privileged Information” or “Confidential Information” or “Legally Confidential Information” is information recognized by State or Federal law as being entitled to confidentiality or privilege or matters that may be legally considered in closed session pursuant to the Wisconsin Open Meetings law or written or oral material related to county government which has not become a part of the body of public information and which is designated by statute, court decision, lawful orders or custom as being either privileged or confidential. Nothing contained herein shall be construed to be a violation of this Code if the information communicated is in the public interest, not the subject of pending litigation and relates to a violation of law, mismanagement of County funds, or neglect of duty.

19.04-1 RESPONSIBILITY OF PUBLIC OFFICE

Elected County Officials and County Employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of the State of Wisconsin; to carry out impartially the laws of the nation, state and county; to observe in their official acts the highest standards of ethics; and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their primary concern. Their conduct and their official actions are to be above reproach so as to foster respect for all government.

All future Elected County Officials, County Employees and candidates for such positions shall be given notice of the fact that they will be subject to the provisions of this Code of Ethics as well as any financial disclosure requirements that they will be subject to and the need to reveal any potential or actual conflict of interests.

19.05-1 STANDARDS OF CONDUCT

(1) Public Trust. Kenosha County hereby reaffirms that each Elected County Official and County Employee holds his or her position as a public trust and any effort to realize an improper personal gain through official conduct is a violation of that trust. Except as may be provided for herein, this section does not prevent any Kenosha County Elected Official or County Employee from accepting other employment or following any pursuit which in no way interferes with the faithful discharge of his or her duties to this county. Kenosha County further recognizes that in a representative democracy, the representatives are drawn from society and, therefore, cannot and should not be without all personal and economic interest in the decisions and policies of government; that citizens who serve as Elected County Officials and County Employees retain their rights as citizens to interests of a personal or economic nature; that standards of ethical conduct for Elected County Officials and County Employees need to distinguish between those minor and inconsequential conflicts that are unavoidable in a free society, and those conflicts which are substantial and material; and that Elected County Officials and County Employees may need to engage in employment, professional or business activities,

143 other than their official duties, in order to support themselves or their families and to  
144 maintain a continuity of professional or business activity, or may need to maintain  
145 investments, which activities or investments do not conflict with the specific  
146 provisions of this section.  
147

148 (2) Use of Public Property. No Elected County Official or County Employee shall  
149 request or permit the use of county services or manpower or of county-owned  
150 vehicles, equipment, materials, facility or county-owned property for non-official  
151 purposes or personal profit unless in accordance with County policy.  
152

153 (3) Obligations to Citizens. All persons shall be treated fairly and impartially and  
154 without discrimination in accordance with the federal and state Constitution and  
155 laws.  
156

157 (4) Special Conflicts and Standards of Conduct Enumerated. Conflicts of interest  
158 prohibited under this section and expected standards of conduct by Elected County  
159 Officials and County Employees include:  
160

161 (a) Disclosure of Confidential Information. No Elected County Official or  
162 County Employee shall, without proper legal authorization from the County  
163 Corporation Counsel or pursuant to a Court order or Court-approved  
164 subpoena, disclose legally confidential information as defined in this  
165 ordinance gathered in the course of his or her duties concerning the affairs  
166 of the county or of a citizen, nor shall he or she use such information to  
167 advance the financial or personal interest of himself or others.  
168

169 (b) Incompatible Employment. No Elected County Official or County  
170 Employee shall engage in or accept private employment or render services  
171 for compensation for a private interest when such employment or service is  
172 consistently incompatible with the proper discharge of official duties or  
173 would impair the independence or judgment or action in the performance of  
174 official duties or would lessen the time to perform such duties. For County  
175 Employees, disclosure of all outside employment must be made to an  
176 immediate supervisor, disclosing the nature and extent of the outside  
177 employment prior to accepting such employment. Where employment is not  
178 consistently or inherently incompatible, the employee must avoid all county  
179 involvement in any matter where a conflict or appearance of a conflict or  
180 impropriety may arise.  
181

182 (c) Representing Private Interests Before County Agencies or Courts. No  
183 Elected County Official or County Employee shall represent, as a paid  
184 advocate, any private interests adverse to Kenosha County, other than for  
185 himself or herself, his or her spouse or children, before any county agency  
186 or department; nor, except as hereinafter provided, shall any Elected County  
187 Official or County Employee who is admitted to practice law in the State of  
188 Wisconsin represent as an advocate any private interests other than for  
189 himself or herself, his or her spouse or children, in any proceeding adverse  
190 to the county in any court without prior County authorization. Elected

191 County Officials and County Employees who are licensed to practice law in  
192 the State of Wisconsin expressly may act as a criminal or ordinance defense  
193 counsel, Juvenile Court counsel, or as a Guardian ad Litem, only in  
194 conformity with state law and the Rules and Regulations of the State Bar of  
195 Wisconsin.

196  
197 (d) Gifts, Favors, Raffles and Door Prizes. No person or organization may offer  
198 or give to an Elected County Official or County Employee, directly or  
199 indirectly, and no Elected County Official or County Employee may solicit  
200 or accept from any person or organization, directly or indirectly, anything  
201 of value as herein defined if it could reasonably be expected to influence  
202 such Elected County Official's or County Employee's official actions or  
203 judgment, or could reasonably be considered as a reward for any official  
204 action or inaction on the part of such Elected County Official or County  
205 Employee. Non-monetary gratuities, such as but not limited to food or  
206 flowers given by members of the public at holidays or on special occasions  
207 may not exceed \$200 in total value annually and may be accepted only when  
208 made available to an entire department and not an individual official or  
209 employee. This provision does not apply to monetary donations to Kenosha  
210 County which are accepted by the County Board or donations to Brookside  
211 Care Center or its "Sunshine Fund" which are accepted by either the County  
212 Board or the Brookside Trustees.

213  
214 Elected County Officials and County Employees attending an event at the  
215 expense of the County must reimburse the County the value of any raffle or  
216 door prize obtained at that particular event unless its value is de minimis as  
217 defined by Section 132(e)(1) of the Internal Revenue Code or unless it is  
218 donated to or used solely for County purposes.

219  
220 (e) Insider Advantage. No Elected County Official or County Employee may  
221 intentionally or recklessly use or disclose information gained in the course  
222 of or by reason of his or her official position or activities in any way that  
223 could result in the receipt of anything of value for himself or herself, for his or  
224 her immediate family, or for any other person or organization, if the  
225 information has not been communicated to the public or is not public  
226 information.

227 (f) Contracting. (Personal Gain). Except as otherwise provided by Wis. Stat. §  
228 946.13, no Elected County Official or County Employee shall, in his or her  
229 private capacity, negotiate or bid for or enter into a contract in which he or  
230 she has a private pecuniary interest, direct or indirect, if at the time he or she  
231 is authorized or required by law to participate in his or her capacity as such  
232 Elected County Official or County Employee in the making of that contract  
233 or to perform in regard to that contract some official function requiring the  
234 exercise of discretion on his or her part, nor shall any Elected County  
235 Official or County Employee, in his or her official capacity, participate in  
236 the making of a contract in which he or she has a private pecuniary interest,  
237 direct or indirect, or perform in regard to that contract some function  
238 requiring the exercise of discretion on his or her part. A violation of Wis.

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Stat. § 946.13 shall also constitute a violation of this code.

An Elected County Official or County Employee, or a member of the Elected County Official's or County Employee's immediate family, as defined in this ordinance, may not contract with the County.

The employer of an Elected County Official or County Employee may contract with the County only if the Elected County Official or County Employee abstains from voting and attests in writing that he or she will receive no direct or indirect benefit from such contract and further attests that he or she has had no discussions with any county official or employee with respect to such contract and has made no direct or indirect attempt to influence the awarding of such contract.

(g) Consulting. Except as otherwise may be expected as part of an official's or employee's job description and in the normal course of employment by Kenosha County, no Elected County Official or County Employee is to serve as a consultant to or, except as hereinafter provided, serve as a member of the Board of Directors of any for-profit entity or for-profit corporation doing business either as a contractor or sub-contractor or otherwise with, or seeking to do business with, Kenosha County, subject to exemptions in the Wisconsin State Statutes. This provision shall not apply to Elected County Officials or County Employees serving on a Board of Directors where such service has been approved by the County Board or in cases where the Corporation Counsel's Office has reviewed such membership and found no conflict of interest.

(h) Business Associates and Clientele. No Elected County Official or County Employee shall render service to, engage in debate, lobby for, make any decision concerning or involving any, as defined herein, former, present or known future business associate or client or customer of such Elected County Official or County Employee who may have a matter pending before the County Board. Where such relationship and circumstances exist, the Elected County Official or County Employee shall abstain from participation in any decision-making process and file a financial disclosure statement or an amended statement as required by this code and reveal the nature and extent of the relationship. This provision, however, shall not be applied in the case of a legally recognized privilege, such as in the case of an attorney-client or doctor-patient relationship.

(i) Issuance of Permits. No Elected County Official empowered to vote upon issuance of a discretionary permit under either state or local laws or regulations shall vote on the issuance of any such permit to himself or herself or to any member of that individual's immediate family. No County Employee shall process a discretionary permit under either state or local laws or regulations sought by himself or herself or to any member of that individual's immediate family without first revealing in writing the request for such permit to that individual's immediate supervisor who shall then

- 287 assign another employee to process such permit.  
288  
289 (j) Material Conflict of Interest. No Elected County Official or County  
290 Employee shall engage in any material conflict of interest. Pursuant to this  
291 Code, a material conflict of interest on the part of an Elected County Official  
292 or County Employee is deemed to exist within the meaning of this section in  
293 regard to a matter in which he or she is involved, or is about to be involved,  
294 in the discharge of his or her official duties, whenever the Elected County  
295 Official or County Employee utilizes and exploits his or her official capacity  
296 in such a way as to obtain a personal financial benefit for himself or herself  
297 or his or her immediate family or an organization with which he or she is  
298 associated.  
299
- 300 (k) Personal Services. No Elected County Official or County Employee shall be  
301 required to perform any private work or private or personal service for any  
302 Elected County Official or County Employee or make a contribution to any  
303 such Elected County Official or County Employee. Nothing contained  
304 herein shall be construed to bar voluntary campaign contributions to an  
305 Elected County Official or County Employee.  
306
- 307 (l) Falsifying Claims or Records. No Elected County Official or County  
308 Employee shall intentionally or recklessly engage in submitting any falsified  
309 claim and knowingly false document.  
310
- 311 (m) Misuse or Misappropriation of County Property or Funds. No Elected  
312 County Official or County Employee shall misuse or misappropriate any  
313 county funds or property. The use of County copiers, computers, tablets and  
314 phones are subject to separate terms of use policies; however, the County  
315 maintains the right to access, monitor and review the use of such equipment  
316 and recognizes no claim of confidentiality regarding the use of such County  
317 equipment. No County-owned property, facility or personnel on County  
318 time may be used to repair or maintain an Elected County Official's or  
319 County Employee's personal property.  
320
- 321 (n) Acquiring of County Property. No Elected County Official or County  
322 Employee shall acquire any interest in county-owned property if the Elected  
323 County Official or County Employee was aware of any material information  
324 regarding the property or the property sale that was not also publicly  
325 available.  
326
- 327 (o) Obligation to Report Fraud. Any Elected County Official or County  
328 Employee who has actual knowledge of fraud or other illegal activity  
329 conducted by an Elected County Official or County Employee must report  
330 such activity or conduct to the Office of Corporation Counsel as soon as  
331 practical.  
332
- 333 (p) Obligation to Report Conflicts. Elected County Officials and County  
334 Employees must disclose to the County Corporation Counsel any conflict

- 335 of interest involving another Elected County Official or County Employee.  
336  
337 (q) State Standards of Conduct for Municipal Employees. Those standards  
338 incorporated in Wisconsin Statutes § 19.59 for municipal officials and  
339 employees are incorporated herein by reference as if fully set forth.  
340  
341 (r) Conflicts of Law or with Agreements. In case of a conflict between the State  
342 law and this Code, or in the event of a conflict between requirements  
343 contained in any agreements or contract entered into by Kenosha County  
344 and this Code, the more restrictive standard shall apply.  
345

346 19.06-1 COMPLIANCE WITH STATE STATUTES  
347

- 348 (1) The following sections of the Wisconsin Statutes as they may be amended or re-  
349 numbered from time to time are hereby incorporated by reference and made a part  
350 of this Code of Ethics:  
351  
352 (a) Section 19.01---Oaths and Bonds.  
353  
354 (b) Section 19.21---Custody and Delivery of Official Property and Records.  
355  
356 (c) Section 19.31 through 19.39---Public Records.  
357  
358 (d) Section 19.59---Code of Ethics for Local Government Officials,  
359 Employees and Candidates  
360  
361 (e) Section 19.81 through 19.89---Open Meeting of Governmental Bodies.  
362  
363 (f) Section 946.12---Misconduct in Public Office.  
364  
365 (g) Section 946.13---Private Interest in Public Contract Prohibited.  
366  
367 (h) Any provision of Chapter 17 of the Wisconsin Statutes justifying removal  
368 of an official or employee for cause.  
369  
370 (2) All Elected County Officials and County Employees shall comply with the  
371 provisions of these enumerated sections of the Wisconsin Statutes and failure to so  
372 comply shall, in addition, constitute a breach of this Code of Ethics.  
373

374 19.07-1 ACTION UPON CONFLICT AND COMPLAINTS  
375

- 376 (1) Any Elected County Official or County Employee who, in the discharge of his or her  
377 official duties, is involved or about to be involved in any matter that could result in  
378 a violation of this code or a material conflict of interest as defined herein, on his or  
379 her part shall:  
380  
381 (a) Prepare a written statement describing such matter and the nature of the

- 382 possible conflict of interests; and  
383  
384 (b) Deliver copies of the statement to the Corporation Counsel's office; and  
385  
386 (c) Take no further action in regard to such matter until an opinion has been  
387 rendered by the Corporation Counsel.  
388  
389 (2) Notwithstanding any other provision to the contrary in the Municipal Code of  
390 Kenosha County, the Corporation Counsel's Office is authorized to issue an ethics  
391 opinion or conflict of interest opinion to any Elected County Official or County  
392 Employee and at the request of such official shall keep the matter confidential as it  
393 pertains to that individual and request. In situations where guidance is sought on  
394 prospective conduct and the official making the request supervises the Corporation  
395 Counsel or is authorized to vote on the annual budget of the Corporation Counsel's  
396 Office, the Corporation Counsel may choose to either issue an advisory opinion or  
397 refer the matter to either the Attorney General, the State Ethics Board, the Kenosha  
398 District Attorney or outside counsel.  
399  
400 (3) In situations where an act or omission contrary to this Code or state law has already  
401 occurred, a complaint may be made to the Corporation Counsel. Any such  
402 complaint must be made in writing and provide any material factual allegations in  
403 conjunction with identifying the code provision(s) or state law(s) believed to have  
404 been violated. When such a complaint is submitted, the Corporation Counsel shall  
405 refer the complaint to outside counsel for investigation and recommendations  
406 within 30 days of the date of the complaint or, if outside counsel is not retained  
407 within 30 days, provide an explanation to the Complainant. In the event that the  
408 Corporation Counsel is the subject of the complaint, the complaint shall be  
409 presented to the County Executive and the County Executive shall notify the  
410 County Board Chair of the complaint and shall seek the advice and obtain consent  
411 on the referral to outside counsel for investigation and recommendations within 30  
412 days of the complaint or, if outside counsel is not retained within 30 days, provide  
413 an explanation to the Complainant. Any complaint may also be made with the  
414 District Attorney's Office for review and potential prosecution, consistent with  
415 Section 19.12 of this Code.  
416  
417

418 19.08-1 EXCEPTIONS  
419

- 420 (1) Fees and Honorariums.  
421  
422 (a) In order to achieve the broadest possible public discussion and  
423 understanding of county government, the legislative process and the  
424 specific policy issues and proposals pending before the legislature, every  
425 Elected County Official or County Employee is encouraged to meet with  
426 clubs, conventions, special interest groups, political groups, school groups  
427 and other gatherings to discuss and to interpret these topics.  
428  
429 (b) Notwithstanding any provisions of this code, reasonable compensation and

430 reimbursement for expenses for any off-duty speaking, teaching, lecturing or  
431 for any published work or creation of any product or intellectual property may  
432 be accepted by a Elected County Official or County Employee. However, if  
433 such speaking, teaching, lecturing, product creation, published work or  
434 intellectual property that is created or conducted by an Elected County  
435 Official or County Employee with the use of county time or of its facilities,  
436 services or supplies not generally available to all citizens of this county in  
437 the course of his or her official duties, the Elected County Official or County  
438 Employee may not retain such compensation or reimbursement of expenses  
439 but shall deposit it with the County Treasurer and the activity, product,  
440 published work or intellectual property created shall be deemed a work  
441 made for hire and shall be the property of Kenosha County and any  
442 copyright, trademark or patent obtained by such individual shall be  
443 transferred without compensation to Kenosha County.  
444

445 (2) Reimbursements. Nothing in this section prevents or limits reimbursement by the  
446 county of actual and reasonable expenses incurred by an Elected County Official or  
447 County Employee in the performance of official duties.  
448

449 (3) Reward Points and Frequent Flyer Miles  
450 Nothing contained in this Ordinance shall preclude an Elected County Official or  
451 County Employee from obtaining credit card reward points or frequent flyer miles  
452 where the initial payment, prior to County reimbursement, was paid for by the  
453 Elected County Official or County Employee.  
454

#### 455 19.09-1 CAMPAIGN ACTIVITY 456

457 (1) Nothing contained herein shall be construed as prohibiting an Elected County  
458 Official or County Employee from voluntarily endorsing or contributing to a  
459 candidate or working on a candidate's behalf on their personal time.

460 (2) With the exception of County-owned uniforms, equipment and property designated and  
461 permitted for public use, the use of County-owned, uniforms, equipment or County-  
462 owned property for campaign purposes is prohibited.  
463

464 (3) It is prohibited to require current County Employees to campaign on behalf of  
465 elected officials as a condition of maintaining continued employment with Kenosha  
466 County.  
467

468 (4) Campaign solicitation and electioneering on County-owned property or in violation of  
469 the Code of Conduct is prohibited, provided, however, that photographs of or on  
470 County common areas are permitted.  
471

472  
473 (5) This section does not prohibit an Elected County Official or County Employee from  
474 accepting employment or being involved with any political campaign which in no  
475 way interferes or could reasonably be expected to interfere with the full discharge of  
476 his or her official duties. This section may not fully apply to law enforcement officers  
477 employed by the Kenosha County Sheriff's Office and who are covered by the law

478 enforcement officers' bill of rights contained in Chapter 164 of the Wisconsin  
479 Statutes or may be subject to the Hatch Act.

480  
481 **19.10-1 FINANCIAL/PERSONAL LEGISLATIVE INTEREST DISCLOSURE**

482 The Financial/Interest Disclosure Form set forth in Appendix 1 shall be completed by all  
483 Elected County Officials and candidates for such office and filed with the Kenosha County  
484 Clerk as a public record prior to the end of business on the last day for filing nomination  
485 papers for the Spring election. In non-election years the disclosure statements shall be filed  
486 prior to January 7. Subsequent to filing the Financial/Interest Disclosure Form set forth in  
487 Appendix 1, an Elected County Official shall, in the event of a change in circumstances or  
488 upon becoming aware of an omission or error in a form already on file with the County  
489 Clerk, file an amended form within ten (10) business days of becoming aware of the change  
490 in circumstances or error.

491  
492  
493 **19.11-1 POST COUNTY EMPLOYMENT CONFLICTS**

494 Elected County Officials who have voted on the awarding of a contract with a particular  
495 contractor, provider or vendor or who have had input into such award may not accept  
496 employment with such contractor, provider or vendor or their sub-contractors for a period  
497 of one year after such vote. Further, no contractor, provider or vendor or their sub-  
498 contractor may make an offer of employment to such Elected County Official or any  
499 member of their immediate family between the date of a contract solicitation or proposal  
500 and the later of one year after the vote on the contract or the commencement of the contract  
501 with Kenosha County.

502  
503 **19.12-1 PENALTY**

504 Any Elected County Official or County Employee found by a court of competent  
505 jurisdiction to have violated any provision of this code shall be subject to a fine of not less  
506 than \$100 nor more than \$1000 for each violation and may be required to reimburse the  
507 County for any costs, including attorney fees and for direct or indirect costs and damages  
508 resulting from such violation, including, but not limited to, the costs of investigation.  
509 Violations shall be prosecuted by the District Attorney's Office.

510  
511 Any action taken on behalf of Kenosha County and found to be in violation of this code  
512 may be reconsidered by the Kenosha County Board of Supervisors and deemed void. Any  
513 party found to have violated County ethics ordinances or policies may be prohibited from  
514 doing business with Kenosha County for a period not to exceed five years.

515 In addition to any penalty imposed in this section, the County Clerk shall accept nomination  
516 papers in cases where the candidate has not filed a financial disclosure statement as  
517 required herein, however, any candidate who fails to timely file a disclosure statement as  
518 required herein shall not have his or her name placed on the ballot, as permitted pursuant to  
519 Wis. Stat. § 19.59(3)(b).

520  
521 **19.13-1 EFFECTIVE DATE**

522 This code shall take effect upon publication.

525 19.14-1 SEVERABILITY  
526 If any provision of this code is found by a court of competent jurisdiction to be invalid or  
527 unconstitutional, or if the application of this code to any person or circumstances is found  
528 by a court of competent jurisdiction to be invalid or unconstitutional, such invalidity or  
529 unconstitutionality shall not impact the other provisions or applications of this code which  
530 can be given effect without the invalid or unconstitutional provision or application.

531  
532 19.15-1 REFERENCE  
533 This Ordinance may be referred to as the Kenosha County Code of Ethics.

DRAFT